



# Town of Berwyn Heights

5700 Berwyn Road  
Berwyn Heights, MD 20740  
Tel. (301) 474-5000  
Fax (301) 474-5002

## BUSINESS AND OPERATING LICENSE BILL

### BUSINESS LICENSE PERIOD

**July 1, 2018 through June 30, 2019**

NAME OF FIRM \_\_\_\_\_

SITE ADDRESS \_\_\_\_\_

MAIL TO \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

NUMBER OF COIN-OPERATED VENDING MACHINES \_\_\_\_\_ (x \$10.00)

MD State Assessment & Taxation ID \_\_\_\_\_

Federal Tax ID # \_\_\_\_\_

### Gross Receipt Bracket

Gross Receipts	License Fee*
Under \$25,000	\$40.00
\$25,001 - \$100,000	\$75.00
\$100,001 - \$500,000	\$125.00
\$500,001 - \$750,000	\$185.00
\$750,001 or greater	\$250.00

Signature of Owner \_\_\_\_\_

Please Print Name \_\_\_\_\_

Date \_\_\_\_\_

Banks and Financial Institutions - \$250.00

### **Annual Charge**

Your Business License fee is based on the above gross receipts bracket. If you disagree with this amount, send a supporting Statement of Income and Expenses for your most recent tax year.

Please make check, money order payable to the Town of Berwyn Heights.

LICENSE FEE  
\$0.00

PENALTY

-0-

AMOUNT PAID

**TOTAL AMOUNT DUE**

**\$0.00**

AMOUNT DUE AFTER 0/0/00

\$0.00

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**TOWN OF BERWYN HEIGHTS  
BUSINESS AND OPERATING LICENSE FEE SCHEDULE**

The annual business and operating license fee for any association, business entity or establishment, commercial or residential property management association, corporation, entity or partnership, industrial, institutional, retail or service establishment, limited liability association, corporation or partnership including professional associations, corporations or partnerships operating within the corporate limits of the Town of Berwyn Heights is based on the following Gross Receipt Fee Schedule.

<b>Gross Receipts</b>	<b>License Fee*</b>
Under \$25,000	\$40.00
\$25,001 - \$100,000	\$75.00
\$100,001 - \$500,00	\$125.00
\$500,001 - \$750,000	\$185.00
\$750,001 or greater	\$250.00

**\* Banks and Financial Institutions Fee – \$250.00**

\* The license fee for businesses whose first day of operating within the Town of Berwyn Heights falls between January 1st – June 30<sup>th</sup> shall be one-half of the above gross receipts fee for that year.

FILING YOUR BUSINESS LICENSE APPLICATION OR PAYMENT OF YOUR LICENSE FEE IS DUE UPON RECEIPT. YOUR ACCOUNT WILL BE CHARGED A “LATE FILING OR PAYMENT PENALTY OR BOTH” OF \$50.00 AFTER 30 DAYS AND \$25.00 FOR EVERY MONTH OR PORTION OF A MONTH THEREAFTER.

**YOU MAY PAY BY CASH, CHECK OR MONEY ORDER**

**FOR FURTHER INFORMATION PLEASE CALL OR EMAIL**  
(301) 474-5000 or [contact@town.berwyn-heights.md.us](mailto:contact@town.berwyn-heights.md.us)

Business and Operating License Ordinance 105 is available online at  
<http://www.Berwyn-Heights.com>

Mail Payment To: 5700 Berwyn Road • Berwyn Heights, Maryland 20740

- The Business & Operating License is not transferable to a new owner or operator of an existing business.
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